

FORM F6 PRELIMINARY INFORMATION FORM (page 1 of 6)

SUBMIT ONE COPY OF THIS FORM TO DIRECTOR, OFFICE OF SCHOOL FACILITIES
ALONG WITH SCHEMATIC PLAN SUBMITTAL

GENERAL INFORMATION

DATE _____

SITE INFORMATION

PROJECT NAME _____

SITE SIZE/ACRES _____

COUNTY _____ DISTRICT _____

DATE OF SITE APPROVAL BY OSF _____

SUPERINTENDENT _____

INDICATE AVAILABLE UTILITIES

ARCHITECT _____

Electricity _____ Gas _____ Telephone _____

PLAN Schematic ()
SUBMITTAL Design Development ()

Water (Desirable Source) _____

Sewage Disposal (Describe) _____

PROJECT TYPE Elementary ()
Middle ()
Junior High ()
Senior High ()
Vocational ()
Other ()

ESTIMATED MEANS OF STUDENT
TRANSPORTATION:

Bus _____ %
Parents _____ %
Students' Car _____ %
Bicycle _____ %
Walk _____ %

PROJECT All new Construction ()
DESCRIPTION Add. to Existing Building ()
Alterations or Renovations ()
If existing Building(s) involved,
date of Construction _____

NUMBER OF PARKING
SPACES REQUIRED

Physically Handicapped
Visitors _____
Administrative/
Faculty _____
Student Cars _____
Kitchen Employees _____
Custodians _____

GRADE LEVEL OF SCHOOL _____

ENROLLMENT Building as Designed _____
DATA Estimated Ultimate Size _____

LIST ANY CORE AREAS DESIGNED LARGE
ENOUGH TO ACCOMMODATE THE ESTIMATE
ULTIMATE SIZE (SUCH AS ADMINISTRATION,
MEDIA CENTER, CAFETERIA, ETC.)

RELATIVE TO PARENTS' PICK-UP OF STUDENTS
AFTER SCHOOL, HOW MANY CARS SHOULD BE
ALLOWED FOR IN STACK-UP LANE? _____

WILL BUSES BE PARKED ON SITE? _____
IF YES GIVE NO. OF FULL SIZED BUSES _____
NUMBER OF MINI BUSES _____

NOTE: Site facilities for PE/Athletics are to be listed
under that section.

SQUARE FOOT 1st FLOOR _____
AREAS 2nd FLOOR _____
OTHER _____
TOTAL _____

GENERAL CLASSROOMS ELEMENTARY SCHOOL

NUMBER OF CLASSROOMS FOR EACH GRADE

1ST GRADE _____ 4TH GRADE _____
2ND GRADE _____ 5TH GRADE _____
3RD GRADE _____ 6TH GRADE _____

ESTIMATED COST PER SQ. FT. \$ _____

SECONDARY SCHOOL

Number of General Classrooms _____

TOTAL ESTIMATED PROJECT COST \$ _____

REMARKS:

FORM F6 (page 2 of 6)

ADMINISTRATION

NUMBER OF ASSISTANT PRINCIPALS _____

PERSONNEL IN ADMINISTRATIVE SUITE: Secretaries _____
Bookkeeper _____
Other _____
(In Addition to Principal or Assistant Principal) Other _____
Other _____

REMARKS:

GUIDANCE

ELEMENTARY SCHOOL Is space provided for guidance counselors? _____

SECONDARY SCHOOL Number of counselors that are required _____

Will future growth dictate additional counselors? _____

REMARKS:

KINDERGARTEN

TYPE OF KINDERGARTEN UNITS Single-Session ()
Double Session ()

WILL KINDERGARTEN STUDENTS EAT IN CAFETERIA? _____

IS IT LIKELY THAT FUTURE GROWTH WILL DICTATE ADDITIONAL KINDERGARTEN UNITS?

REMARKS:

GENERAL CLASSROOMS

ELEMENTARY SCHOOL Number of Classrooms for each Grade:

1st Grade _____ 4th Grade _____
2nd Grade _____ 5th Grade _____
3rd Grade _____ 6th Grade _____

SPECIAL EDUCATION

TOTAL NUMBER OF SELF-CONTAINED CLASSROOMS _____

Indicate below the number of classrooms devoted **exclusively** to the handicapped conditions shown (i.e., no "commingling").

EMH _____ PMH _____ LD _____ VH _____
TMH _____ EH _____ HH _____ OH _____

Indicate below the number of classrooms which will serve **more** than one handicapping condition.

NO. OF CR's NOTE VARIOUS CONDITIONS SERVED

TOTAL NUMBER OF RESOURCE ROOMS
Indicate below the number of classrooms devoted **exclusively** to the handicapping conditions shown (i.e. no commingling").

EMH _____ LD _____ VH _____
EH _____ HH _____ OH _____

Indicate below the number of classrooms which will serve **more** than one handicapping condition.

NO. OF CR's NOTE VARIOUS CONDITIONS SERVED

TOTAL NUMBER OF ITINERANT PROGRAMS

Indicate below the number of classrooms devoted **exclusively** to the handicapping conditions shown (i.e., no commingling).

EMH _____ LD _____ VH _____ OH _____
EH _____ HH _____ Speech/Language _____
Psychological Testing and Vision/Hearing
Screening _____

Indicate below the number of classrooms which will serve **more** than one handicapping condition.

NO. OF CR's NOTE VARIOUS CONDITIONS SERVED

FORM F6 (page 3 of 6)**MUSIC****ELEMENTARY SCHOOL**

MUSIC TO BE TAUGHT IN: Separate Music Room ()
General Classroom ()
Other _____

MUSIC TO BE TAUGHT BY: Full-time Music Teacher ()
Classroom Teacher ()
Itinerant Music Teacher ()
Other _____

DESCRIBE PROGRAM _____

SECONDARY SCHOOL

BAND/ORCHESTRA LOCATED IN: Band/Orchestra Room ()
Other _____

CHORAL/VOCAL Choral/Vocal Room ()

MAXIMUM NUMBER TO BE ACCOMMODATED: Band _____
Orchestra _____
Vocal _____

BAND/ORCHESTRA FLOOR: Flat () Tiered ()
VOCAL FACILITIES FLOOR: Flat () Tiered ()
Or Vocal will use folding risers ()

DO YOU ANTICIPATE COMMUNITY USE OF THE MUSIC FACILITY? _____

WILL RESTROOMS BE AVAILABLE FOR AFTER-HOURS USE BY BAND/VOCAL STUDENTS? _____

CHECK IF THE FOLLOWING WILL BE PROVIDED.

Office(s) () Library ()
Instrument Storage () Uniform Storage ()
Instrument Repair () Robe Storage ()
Practice Rooms () Drinking Water ()
Ensemble Rehearsal Room ()

WILL THE BAND HAVE A SUITABLE OUTSIDE PRACTICE AREA? _____

DESCRIBE PROGRAM _____

MEDIA CENTER

NUMBER OF VOLUMES TO BE HOUSED Building as Designed _____
Are you allowing for future growth? _____ If so, how many volumes? _____

NUMBER OF STUDENTS TO SEATED At Tables _____
At Carrels _____
Lounge Furniture _____
Other _____

IS THE READING ROOM SIZED TO ACCOMMODATE ANY ESTIMATED ULTIMATE GROWTH? _____

IS VIDEO TAPE RECORDING CAPABILITY TO BE INCLUDED? _____

REMARKS _____

ART

ART TO BE TAUGHT IN: Separate Art Room ()
General Classroom ()
Other _____

ART TO BE TAUGHT BY: Full-time Art Teacher ()
Classroom Teacher ()
Itinerant Art Teacher ()
Other _____

IF SEPARATE ART ROOM, WILL IT BE SHARED WITH OTHER CURRICULA? _____

IF YES, DESCRIBE _____

DO YOU ANTICIPATE COMMUNITY USE OF THE ART FACILITY? _____

WILL OUTSIDE ART FACILITIES BE PROVIDED? _____

REMARKS _____

FORM F6 (page 4 of 6)**P/E ATHLETICS****ELEMENTARY SCHOOL**

WILL THERE BE AN INDOOR FACILITY? Yes ()
(Such as Multipurpose Room or Gym) No ()

NAME SPECIAL OUTDOOR FACILITIES
(Such as hard Surface Areas, Activity Field, etc.)

DO YOU ANTICIPATE COMMUNITY USE OF AN INDOOR FACILITY Yes ()
No ()

DESCRIBE PROGRAM

SECONDARY SCHOOL

GYMNASIUM Number of Spectator Seats _____
Size of Basketball Court _____
Number of Cross Courts _____
Floor marked for what other
games or activities? _____

DRESSING Maximum Number at One Time
ROOMS (Student Capacity)

Boys' PE _____
Girls' PE _____
Varsity Football _____
JV Football _____
Other Boys' Varsity _____
Girls' Varsity _____
Other _____

ARE THE DRESSING ROOMS SIZED FOR ANY
ESTIMATED GROWTH FACTOR? Yes _____
No _____

NUMBER OF PE TEACHERS

Men _____ Women _____

NUMBER OF COACHES

(Include AD) Men _____ Women _____

NAME OF COMPETITIVE SPORTS:

Boys _____ Girls _____

DO YOU ANTICIPATE COMMUNITY USE OF THE
GYMNASIUM? _____ OR OF THE
DRESSING ROOMS? _____

REMARKS ABOUT PROGRAM OR INTERIOR
FACILITIES

CHECK SITE
FACILITIES TO
BE PROVIDED:

Football Stadium _____
Running Track _____
Practice Football Field _____
Baseball Field _____
Softball Field _____
Soccer Field _____
Tennis _____
Band Practice Area _____
Public Concessions _____
Public Toilets _____
Other _____

IF A FOOTBALL STADIUM IS TO BE ON SITE,
WILL A FIELD HOUSE BE PROVIDED FOR
DRESSING? _____

OR WILL THE VISITING AND HOME TEAMS
UTILIZE THE GYM DRESSING ROOMS? _____

DO YOU ANTICIPATE ANY ORGANIZED
COMMUNITY USE OF THE SITE FACILITIES?

REMARKS

FORM F6 (page 5 of 6)

SCIENCE

INDICATE COURSE OFFERINGS
NUMBER OF SECTIONS

- | | |
|---|------------------------|
| () 5th Grade Departmentalized Science | _____ |
| () 6th Grade Departmentalized Science | _____ |
| () 7th Grade General Science | _____ |
| () 7th Grade Life Science | _____ |
| () 8th Grade General Science | _____ |
| () 8th Grade Earth Science | _____ |
| () 9th Grade Physical Science | _____ |
| () 9th Grade General Science | _____ |
| () Biology I _____ | () Chemistry I _____ |
| () Biology II _____ | () Chemistry II _____ |
| () Physics _____ | |
| () Other (such as Honors Program, Astronomy,
Marine Science, Environmental Education, etc): | |

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

WILL STUDENTS BE CONDUCTING INDIVIDUAL
RESEARCH PROJECTS? _____

WILL ALL THE SCIENCE ROOMS BE COMBINED
LAB/LECTURE TYPE ROOMS (whether "island" or
perimeter-type lab layout)? _____
IF NO, PLEASE INDICATE EXCEPTIONS BELOW.

INDICATE UTILITIES INCLUDED IN
LAB/LECTURE

ROOMS	Cold Water	()	Electricity	()
	Hot Water	()	Gas	()

TYPE OF GAS Natural () Propane ()

WILL A GREENHOUSE BE INCLUDED? _____

CAFETERIA

ESTIMATED PERCENTAGE OF ENROLLED
STUDENTS THAT WILL EAT LUNCH IN THE
CAFETERIA %

THIS TRANSLATES INTO _____ (NUMBER)
STUDENTS.

WHAT IS THE MAXIMUM NUMBER TO BE SEAT-
ED AT LUNCH AT ANY ONE SITTING: _____

IS THE CAFETERIA TO BE USED FOR OTHER
FUNCTIONS, SUCH AS ASSEMBLY AREA,
ETC.? _____ IF SO, WHAT IS MAXIMUM NUM-
BER TO BE SEATED?

IS THE CAFETERIA SIZED TO ACCOMMODATE
ANY ESTIMATED ULTIMATE GROWTH?

DO YOU ANTICIPATE COMMUNITY USE OF THE
CAFETERIA?

REMARKS

KITCHEN

NO SPECIFIC INFORMATION ON THE KITCHEN
AREA IS REQUIRED AS A PART OF THIS FORM.

However, there is a separate Program Data form prepared
by the Office of School Food Services, South Carolina
Department of Education, and it is recommended that the
architect have this form completed by the school district,
after which the architect should forward the form to the
Office of School Food Services. That office will then
consult with the districts' food service personnel after
which specific recommendations will be made to the
architect as to type of service, equipment list, general
facilities, etc.

This correlation with the Office of School Food Services
should take place before schematic or design
development kitchen plans have been started.

The Program Data form may be obtained from the Office
of School Food Services, 1429 Senate Street, Room
201, Columbia, S.C. 29201; Phone 734-8193.

FORM F6 (page 6 of 6)**VOCATIONAL**

LIST OF VOCATIONAL SUBJECTS THAT WILL BE OFFERED FROM THE FOLLOWING GENERAL CATEGORIES.

AGRICULTURE

BUSINESS EDUCATION (PERSONAL TYPING SHOULD BE INCLUDED IN THIS CATEGORY)

HEALTH OCCUPATIONS

HOME ECONOMICS EDUCATION

MARKETING & DISTRIBUTIVE EDUCATION

INDUSTRIAL ARTS

TRADE & INDUSTRIAL EDUCATION

REMARKS

BOOKROOM

SUMMER BOOK STORAGE One Central Room ()
More Than One Room ()
Classrooms ()
Other _____

NUMBER OF VOLUMES TO BE STORED Building as designed _____
Are you allowing for future building additions? _____
If so, how many volumes? _____

WILL THE BOOKROOM ALSO BE USED FOR OTHER PURPOSES, SUCH AS GENERAL STORAGE? _____

REMARKS

LOCKERS

SECONDARY SCHOOLS Lockers will be in corridors or locker alcoves? _____

TYPE OF LOCKERS Single-Tier ()
Double-Tier ()

REMARKS

TOILET FACILITIES

NOTE: COMPLETE THIS SECTION ONLY IF THE PROJECT IS ADDITION TO AN EXISTING BUILDING OR CONCERNS ALTERATIONS/ RENOVATIONS TO AN EXISTING BUILDING.

FOR EXISTING BUILDING, STATE NUMBER OF CLASSROOMS WITH INDIVIDUAL TOILETS _____

STATE NUMBER OF FIXTURES IN GROUP TOILETS OF EXISTING BUILDING

Boys: Water Closets _____
Urinals _____
Lavatories _____

Girls: Water Closets: _____
Lavatories _____

REMARKS: